



## City of Donnelly

169 Halferty Street  
P.O. Box 725  
DONNELLY, IDAHO 83615

Telephone (208) 325-8859

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March 2, 2010

Mr. Don Dietrich, Director  
Idaho Department of Commerce  
P.O. Box 83720  
Boise, Idaho 83720-0093

Dear Mr. Dietrich:

Thank you for your letter dated February 1, 2010, which announced that the City of Donnelly is being considered for funding by the Economic Advisory Council (EAC) in April. In your letter, four questions were specifically highlighted. Detailed responses are provided in the enclosed ICDBG Addendum materials, but I would like begin to address your questions as follows:

- *Documentation of need for the proposed downtown lighting/illumination:* There are currently five street lights within the proposed project area. These lights are only located on the west side of the roadway, creating uneven and patching illumination that does not meet current guidelines for safe pedestrian and motorist circulation. A detailed analysis of the existing Main Street lighting is provided in the enclosed ICDBG Addendum.
- *What impact might Tamarack's closing have on the project?* The short answer is...none. While the closure of Tamarack Resort has contributed to the high unemployment rate of Valley County and economic struggle of local businesses and residents, the scope, timeline and implementation strategy of the project are unaffected. The City of Donnelly believes that the closure of the resort makes investment in downtown revitalization and local businesses more timely and needed.
- *What is the City's involvement with the Valley County Pathways Committee? Is the City looking at options to develop the railroad property as a hiking/biking trail?* The City of Donnelly's property along the former rail corridor has been identified as part of a planned pathway connecting Cascade and McCall. The City of Donnelly has worked closely with Valley County Pathways to develop not only plans for the intercity pathway, but also a Donnelly Pathways Plan that creates pedestrian connectivity between the rails-to-trails effort and downtown Donnelly.
- *Could you please clarify the engineering fees? Are they just for the CDBG portion of the project?* The City of Donnelly's design professional, Horrocks Engineers, has provided detailed information about the needs, scope of work and costs of engineering for the proposed ICDBG project in the enclosed ICDBG Addendum document. The estimated costs for engineering presented are specifically for the design and implementation of the ICDBG portion of the project.

The additional information requested in your February letter is also enclosed.

Thank you for your attentive review of the City of Donnelly's grant request and for the opportunity to participate in the ICDBG program.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brad Backus', with a long, sweeping horizontal line extending to the right.

Brad Backus, Mayor

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## APPENDICES

- N – Match Documentation
- O – Engineering Fees / Scope detail
- P – Illumination Analysis Detail
- Q – Pathways Maps



### ICDBG APPLICATION INFORMATION

Applicant (City/County): City of Donnelly, Idaho Chief Elected Official: Brad Backus, Mayor  
Address: P.O. Box 725, Donnelly, ID 83615 Phone: (208) 325-8859

Sub recipient (if applicable): Not Applicable Chief Elected Official: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Application Prepared by: Delta James, Sage Community Resources Phone: (208) 859-7042  
Address: P.O. Box 902, Donnelly, ID 83615

Architect/Engineer/Planner: Matt Neukom, Horrocks Engineers Phone: (208) 853-6281  
Address: 839 E. Winding Creek Dr., Eagle, ID 83616

#### NATIONAL OBJECTIVE (MARK ONE)

☐ LMI Area ☐ LMI Clientele  
☐ LMI Jobs ☒ Slum & Blight  
☐ Imminent Threat

#### PROJECT TYPE (MARK ONE)

☐ Public Facility/ Housing ☐ Community Center  
☒ Economic Development ☐ Senior Center  
☐ Other

#### PROJECT POPULATION TO BENEFIT (PERSONS): (Census/Survey/Clients/Jobs)

TOTAL # TO BENEFIT: 153 TOTAL # LMI TO BENEFIT: 153

% LMI TO BENEFIT: 54.25% % MINORITY POPULATION: \_\_\_\_\_

**PROJECT DESCRIPTION:** This slum and blight project will install critical lighting, curb, gutter, and streetscape improvements to upgrade Main Street / SH 55, as called for in the Donnelly Downtown Revitalization Plan 2009. Design and construction accommodates improved pedestrian access and safety, resolves drainage issues, delineates parking patterns, and stimulates the economic health of downtown businesses.

SOURCE	AMOUNT	DATE APPLICATION SUBMITTED	RESERVED/ CONDITIONAL AWARD	FUNDS COMMITTED/ AWARD DATE	DOCUMENTATION IN APPENDIX ***
ICDBG	\$ 436,151				
Local Cash (City)	\$ 82,304				G
Private Cash	\$ 46,187				G
ITD	\$ 975,116			March 2009	G
CTE Grant	\$ 29,950			Nov., 2009	N
USDA - RD	\$ 7,250			June 2009	G
LHTAC	\$ 33,700	Dec. 2009		(pending)	Pending notification
Scenic Byway	\$ 1,537			March 2009	G
Local In-kind	\$ 13,180				G
<b>TOTAL PROJECT FINANCING</b>	<b>\$ 1,625,375</b>				

Donnelly Downtown Revitalization  
March, 2010

ICDBG Addendum

Applicant: City of Donnelly

Project Name: Donnelly Downtown Revitalization / Slum & Blight Removal

AMOUNTS:

LINE ITEMS:*	ICDBG	City Cash	Private Cash	ITD	CTE Grant	USDA-RD	LHTAC	Scenic Byway	Private In-kind	TOTAL
Grant administration	\$ 43,500									\$ 43,500
Project planning, needs assessment, grant writing		\$ 4,422							\$ 2,500	\$ 6,922
Implementation: Downtown Revitalization coordination		\$ 4,562							\$ 600	\$ 5,162
Implementation: Main St. facade / green space improvements		\$ 598	\$ 46,187					\$ 1,537	\$ 4,380	\$ 52,702
Implementation: Alleyway clean-up and access		\$ 8,300								\$ 8,300
Implementation: Marketing & Analysis		\$ 5,000				\$ 7,250			\$ 5,700	\$ 17,950
Implementation: Pedestrian safety		\$ 1,500								\$ 1,500
Implementation: Code enforcement		\$ 10,560								\$ 10,560
Engineering (design, permitting, project oversight)	\$ 70,100									\$ 70,100
Construction: ITD Phase (complete - Oct. 09)		\$ 18,288		\$ 975,116						\$ 993,404
Construction: Local Phase I	\$ 293,251									\$ 293,251
Contingency	\$ 29,300									\$ 29,300
Construction: Street Tree project		\$ 23,574					\$ 29,950			\$ 53,524
Construction: Side street paving project		\$ 2,500							\$ 33,700	\$ 36,200
Audit		\$ 3,000								\$ 3,000
TOTAL COSTS	\$ 436,151	\$ 82,304	\$ 46,187	\$ 975,116	\$ 29,950	\$ 7,250	\$ 33,700	\$ 1,537	\$ 13,180	\$ 1,625,375

\* Remarks regarding budget line items are provided in the Budget Narrative section of this application (next page)



**Remarks regarding detailed budget (previous page):**

*Grant administration:* expenses are 10% of total ICDBG amount.

*Project planning, needs assessment, grant writing:* includes City engineering (\$3,285) and staff (\$1,137) expenses for cost estimate / project scoping, grant writing services by Sage (\$2,500).

*Downtown revitalization coordination:* Includes City FY09-11 contract with Sage (\$3,848), FY10 city staff time (\$714), and DDRT volunteer coordination (40 hrs @ \$15/hr = \$600 in-kind) of FY10 projects.

*Façade / green space improvements:* includes improvements to 4 private businesses (\$45,861 private cash/ \$4,380 private in-kind), to pocket park (\$2,135 (\$598 City Public Works expenses + \$1,537 grant from PRSB)), and landscaping (\$326 – Chamber of Commerce)) on Main Street.

*Alleyway project:* expenses include City costs to survey and re-grade public alleyways for improved pedestrian access to businesses. This provides progress toward a key recommendation in Donnelly's Downtown Revitalization Plan – the utilization of City alleyways to increase pedestrian access.

*Marketing and analysis:* expenses include product research and print, radio and TV marketing of local businesses (USDA RD RBEG grant (\$7,250) and rejuvenation of annual July 4th festival (\$5000 – City funds).

*Pedestrian safety:* purchase of signage and pedestrian flagging to improve safety crossing SH55, especially in winter (\$1,500 – City funds).

*Code enforcement:* contract with Valley Co. Sheriff for 2 days / month beginning FY11 (\$10,560 – City funds).

*City expenditures related to ITD's Donnelly Road Improvement Project:* include conduit placement for future lighting (\$5500) and project coordination to ensure ITD project alignment with Local Phase I project (\$12,788).

*Side street paving:* the costs shown here reflect paving of side streets within the Redevelopment Area - this is a portion of a larger (pending) LHTAC request for paving of side streets in and adjacent to the Redevelopment Area.

NOTE: Please also see construction cost estimate prepared by design professional on page 6 for additional information.

### Economic Advisory Council Page

**Project summary:** Eliminate blighted conditions, encourage downtown revitalization and economic development, and leverage significant public and private investment through construction of curb, gutter, and 10' wide sidewalks on the east and west sides of SH-55 / Main Street in Donnelly. An illumination system will extend along the sidewalk and will increase safety at intersection crosswalks where pedestrians-vehicle conflict points exist. A storm drainage system will convey water from SH-55 to the existing drainage system. Under the sidewalk, the project will install conduit for electrical wiring as well as an underdrain pipe that will help prevent frost heave.

NEEDS	BENEFITS
	Project is ready to go!
<b>Eliminate blight</b> <ul style="list-style-type: none"> <li>Sidewalks are broken or non-existent</li> <li>Lighting does not meet AASHO guidelines for safety and crime deterrent; and</li> <li>Roadway presents: a) undefined parking patterns, b) unsafe conditions for pedestrians, c) does not meet ADA/504 minimum guidelines, and d) does not facilitate adequate storm and runoff drainage.</li> </ul>	<b>Address statewide goals</b> <ul style="list-style-type: none"> <li>Preserve / enhance suitable living environments by improving safety and livability of communities</li> <li>Eliminate safety issues for residents of Donnelly</li> <li>Support existing businesses as base for economic recovery; and</li> <li>Implement recommendations as identified in City's downtown revitalization plan.</li> </ul>
<b>Prevent future blight</b> <ul style="list-style-type: none"> <li>Leverage public infrastructure investments in roadway improvements; and</li> <li>Leverage private investments in building upgrades.</li> </ul>	<b>Meet CDBG National Objective</b> to eliminate and prevent slum and blight in 54.25% LMI community
<b>Implement City's Comprehensive Plan for city core revitalization and accessible pedestrian circulation system.</b>	<b>Leverage local dollars</b> City is investing in a sustainable, revitalization program of infrastructure, beautification, marketing, and long-term local financing.
<b>Implement Actions of Donnelly Downtown Revitalization Plan.</b>	<b>Support downtown businesses</b> by creating an attractive and accessible central business district.

**Local ability to finance & commitment to project:** The City of Donnelly is implementing everything outlined in a plan to revitalize its Central Business District; however, financing is critical to eliminate the current blighted conditions. Donnelly has been addressing key infrastructure needs as shown in its recent completion of a large storm water mitigation project, but cannot complete this important streetscape improvement project to resolve major pedestrian and traffic safety issues without ICDBG partnership. The requested ICDBG portion of this project is only 27% of the total cost; a remarkable demonstration of funding partnership for a town of only 153 citizens.

USES			SOURCES		
2/5	Project Planning, Needs Assessment and Grant Writing	\$6,922	1	Idaho Dept. of Transportation	\$975,116
2/3/5/6/9	Implementation (façade/open space upgrades, marketing, code enforce.)	\$96,174	2	City Local Funds	\$82,304
			3	Private Cash	\$46,187
2	Audit	\$3,000	4	CTE Grant (Id. Dept. of Lands)	\$29,950
7	Engineering / Permitting	\$70,200	5	Private In-kind	\$13,180
1/4/7/8	Public Improvements	\$1,405,579	6	USDA- Rural Development	\$7,250
7	Grant Admin	\$43,500	7	ICDBG	\$ 436,151
			8	LHTAC	\$33,700
			9	Payette River Scenic Byway	\$1,537
TOTAL		\$1,625,375	TOTAL		\$ 1,625,375

**Local and regional economic impact:** Donnelly Main Street businesses have been challenged by the recent economic down turn and the unexpected closure of Tamarack Resort, a key area attraction and major local employer. While the majority of these businesses were established prior to the opening of Tamarack Resort, they are facing historic challenges as the county's unemployment rate remains one of the highest in Idaho. This project is a key step in stabilizing and supporting local businesses by creating a downtown core that is safe for pedestrians, delineates parking opportunities, provides proper drainage, and is attractive to customers and new businesses.



# XI. Detailed Cost Analysis

1. Have preliminary plans and specs been submitted to regulatory agencies for review? ☒ Yes ☐ No  
If yes, list date submitted: Reconfirmed October 2009 with ITD  
If no, list expected date to be submitted: \_\_\_\_\_
2. Has final design (for bidding) begun? ☐ Yes ☒ No  
If yes, % complete: \_\_\_\_\_%  
If no, what is expected start date? August, 2010
3. Will project include bid alternatives to meet project budget if necessary? ☒ Yes ☐ No
4. Are Davis Bacon wage rates applicable to the project? ☒ Yes ☐ No  
If yes, are they included in the project costs? ☒ Yes ☐ No
5. Have known environmental measures been included in project costs? ☒ Yes ☐ No  
Categorical Exclusions subject to CFR.
6. What will expected construction contingency be at final design? 10%
7. List the last date the owner and design professional discussed project design and details.  
Date: February 26, 2010
8. Design Professional Cost Estimate may be found on page 6.

## PROJECT SCHEDULE

Project Activity	Date Completed By	Documentation in Appendix
Grant Administrator Procured	Fall 2009	E
Eng/Architect Procured	Spring 2009	E
Permits Identified & Secured (ITD ROW)	Summer 2010	--
Sub-recipient Agreement Drafted	N/A	N/A
Environmental Review Complete	October 2009	L
Complete 504 Requirements	October 2009	(submitted as part of previous CDBG closeout)
Complete Fair Housing Requirements -- Resolution (Published Oct 09)	October 2009	D
Bids Advertised	Fall 2010	--
Start Construction	Spring 2011	--
Second Public Hearing	Fall 2011	--
Certificate of Substantial Completion	Fall 2011	--
Closeout	Fall 2011	--



**DESIGN PROFESSIONAL COST ESTIMATE: City of Donnelly – sidewalk Jordan to State Street, illumination Roseberry to State Street along Main Street / State Highway 55.**

Prepared by: Matt Neukom, P.E.  
Project Manager: Matt Neukom, P.E.  
Date: February 26, 2010

	Item	Unit	Estimated Quantity	2011 Unit Price	Total Price
1	Mobilization	LS	1	\$33,100	\$33,100
2	Traffic Control	LS	1	\$8,500	\$8,500
3	Erosion/Dust Control	LS	1	\$3,200	\$3,200
4	Subtotal				\$44,800
5	Sawcut Asphalt Pavement	FT	1153	\$4.20	\$4,842
6	Removal of Asphalt Concrete	SY	268	\$10.60	\$2,839
7	Excavation	CY	205	\$28.20	\$5,817
8	Sawcut Concrete <sup>3</sup>	FT	0	\$5.30	\$0
9	Demo of concrete sidewalk <sup>3</sup>	SY	0	\$49.90	\$0
10	Waterline Siphon <sup>8</sup>	EACH	1	\$2,652.30	\$2,652
11	Adjust Water Meter Box <sup>7</sup>	EACH	3	\$318.30	\$955
12	Subtotal				\$17,105
13	Catch Basin <sup>1</sup>	EACH	6	\$1,060.90	\$6,365
14	18 inch Storm Drain Pipe <sup>1</sup>	FT	652	\$28.60	\$18,649
15	8 inch Storm Drain Pipe <sup>2</sup>	FT	76	\$17.00	\$1,285
16	4 inch Underdrain Pipe	FT	725	\$4.20	\$3,043
17	Conduit for Electrical (1" pipe) <sup>3</sup>	FT	725	\$3.20	\$2,318
18	Conduit for Irrigation (3" Pipe) <sup>3</sup>	FT	725	\$4.20	\$3,043
19	Subtotal				\$34,703
20	Curb and Gutter	FT	725	\$15.90	\$11,520
21	Urban Approaches <sup>4</sup>	EACH	5	\$657.80	\$3,289
22	Concrete for Approaches (6" Thickness)	SF	210	\$3.40	\$714
23	3/4" Minus Aggregate Base <sup>5</sup>	TON	479	\$39.50	\$18,903
24	10' Concrete Sidewalk w/ Pattern (4" Thickness)	SY	793	\$37.10	\$29,408
25	Subgrade Separation Geotextile Fabric	SY	268	\$3.20	\$857
26	Superpave Plantmix (0.4" Thick) <sup>5</sup>	SY	268	\$42.40	\$11,358
27	ADA Pad Ramps	EACH	4	\$212.20	\$849
28	Theroplastic Striping	SF	480	\$9.00	\$4,320
29	Grading (5' Width)	LS	1	\$1,060.90	\$1,061
30	Subtotal				\$82,278
31	Electrical System <sup>3</sup>	LS	1	\$20,157.10	\$20,157
32	Irrigation System <sup>3</sup>	LS	0	\$10,609.00	\$0
33	Excavation for Trees in Existing Concrete Sidewalk <sup>6</sup>	EACH	0	\$212.20	\$0
34	Tree Well <sup>6</sup>	EACH	0	\$212.20	\$0
35	Tree Grate Frames <sup>6</sup>	EACH	0	\$119.90	\$0
36	Street Tree <sup>6</sup>	EACH	0	\$291.70	\$0
37	Tree Grate <sup>6</sup>	EACH	0	\$481.60	\$0
38	Tree Guards <sup>6</sup>	EACH	0	\$667.30	\$0
39	Pedestrian Luminaries	EACH	12	\$4,880.10	\$58,561
40	Cobra with Pedestrian Head	EACH	6	\$5,941.00	\$35,646
41	Subtotal				\$114,364
42	Construction Subtotal				\$293,251
43	Contingency (10% of Subtotal)				\$29,300
44	Estimated Construction Total				\$322,600
45					
46	Funding Administration				\$43,600
47	Engineering Design, Bidding, Construction				\$67,500
48	Geotechnical Investigations and Testing <sup>11</sup>				\$0
49	ITD Right-of-Way and Maintenance Permit				\$2,600
50	Overhead Utility Relocation <sup>9</sup>				\$0
51	Utility Easement <sup>10</sup>				\$0
52					
53	ESTIMATED TOTAL PROJECT BUDGET				\$436,300

**Notes:**

- 1 Assume three catch basins on each side of Main Street between Jordan and State; ITD minimum storm drain diameter is 18"; there are three crossings.
- 2 Include 8" stubs from catch basins to private property to facilitate off-site drainage.
- 3 Electrical lines must be bored since the irrigation will be installed in the 4" conduit ITD installed between Roseberry and Jordan during the SH-55 project; concrete sidewalk removal/replacement completed under the IDL Community Transportation Enhancement Grant project; boring costs increase the bid price \$4,000.
- 4 One approach at alley plus four pedestrian ramp approaches.
- 5 Sidewalk and roadway base and plantmix thickness match ITD SH-55 project.
- 6 Item is included in the IDL Community Transportation Enhancement Grant application.
- 7 Estimate water meter box adjustments due to new sidewalk installation.
- 8 The existing waterline at Jordan Street conflicts with the proposed storm sewer and requires lowering.
- 9 Idaho Power provided an estimated cost to relocate overhead utilities to the west, but they are not included in this project cost estimate.
- 10 An easement is required for overhead utility relocations from an assumed two property owners.
- 11 The designer will refer to the Geotechnical Engineering reports ITD completed on the SH 55 project.